

STAFFORD COUNTY SCHOOL BOARD

Agenda Consideration

TOPIC: Award of Contract: Professional Consulting Services - Multiple Disciplines

ITEM NO.: 4C

PREPARED BY: Kris Walters,
Facilities Assessment
Engineer

MEETING: July 11, 2006

ACTION DATE: August 22, 2006

Scott Horan,
Executive Director
Planning & Construction

Andre' A. Nougaret,
Assistant Superintendent
for Support Services

ACTION REQUESTED BY THE SUPERINTENDENT: That the School Board approve the award of professional consulting service (open-ended) contracts for Civil Engineering, Geotechnical Engineering, Mechanical/Electrical/Plumbing (MEP) Engineering, Industrial Hygiene, Archeological, Environmental and Structural Engineering to the following firms identified in the agenda item.

KEY POINTS:

1. Stafford County Public Schools (SCPS) historically has maintained professional consulting service contracts with architectural and engineering (A/E) design firms for the purpose of providing studies, investigations and design work for minor repair, maintenance, renovation and new construction efforts. The annual contracts articulate unit rates, and are renewable for no more than two additional years (total of three years). Virginia Procurement Laws and Bureau of Capital Outlay Management (BCOM) establish the governing regulations for the management of all professional consulting service contracts. Staff maintains multiple contracts for each professional discipline. For architectural services, staff typically maintains four (4) contracts and plans to continue this practice with the proposed new contracts.
2. On December 31, 2005 the majority of our professional service contracts were scheduled to expire. Prior to their expiration, staff in conjunction with Stafford County Purchasing Department, extended contracts (at current unit rates) to ensure professional services remained available until new contracts could be awarded.
3. The professional consulting services RFP's were advertised through the Stafford County Purchasing Department in May and June 2006. Proposals were received in mid and late June 2006. The following is a breakout of the number of proposals for each functional area:

- Civil	Eleven (11)
- Geotechnical	Ten (10)
- Structural	Seven (7)
- MEP	Seven (7)
- Archeological	Four (4)
- Industrial Hygiene	Four (4)
- Environmental	Six (6)
- Roof	TBD

An evaluation committee comprised of members from staff are currently reviewing and scoring the proposals in each functional area. Staff plans to maintain between two (2) and four (4) consultants in each functional area.

4. The following are the committee's recommendations:

- Civil	TBD
- Geotechnical	TBD
- Structural	TBD
- MEP	TBD
- Archeological	TBD
- Industrial Hygiene	TBD
- Environmental	TBD
- Roof	TBD

5. If approved by the School Board at the August 22 school board meeting, staff plans to award a professional consulting service contract to the A/E firms identified in item #4 immediately.

SCHOOL BOARD GOAL: #5 – Provide facilities that promote student learning and and community support.

#7 – Provide school environments where teachers are safe to teach and students are safe to learn

FUNDING SOURCE: N/A

AUTHORIZATION REFERENCE: Stafford County School Board Policy 4-32
February 2006
VPPA & BCOM Regulations